

Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

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Post-Travel Filing Instructions: Complete this form within **30 days** of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building**.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☐ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
☐ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Iowa Renewable Fuels Assoc., Clean Fuels Alliance Foundation, Renewable Fuels Foundation, Iowa Corn Growers Assoc., Iowa Soybean Assoc., Iowa Biodiesel Board, Missouri Renewable Fuels Assoc., Renew Kansas, Farm Credit Services of America, Renewable Fuels Nebraska, Kansas Soybean Assoc., Kansas Corn Growers Assoc., Iowa Biotechnology Assoc.

Private Sponsor(s) (list all):

Travel date(s): August 15th-August 18th

Name of accompanying family member (if any): N/A

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING **DID NOT INCREASE** DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	\$295.18 (Includes tax)	\$365.37 (Includes tax)	\$149.59 (Includes tax)	\$9 (Ticket to dinner at Iowa State Fair)
<input checked="" type="checkbox"/> Actual Amount				

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	N/A	N/A	N/A	N/A
<input type="checkbox"/> Actual Amount				

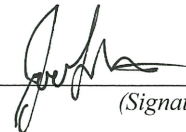
Provide a description of all meetings and events attended. *See* Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): All meetings and tours facilitated a better understanding of US agriculture and the production

and use of renewable fuels such as ethanol and biodiesel.

5-8-23
(Date)

Joseph Gilson

(Printed name of traveler)



(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

5-8-23
(Date)

Chuck Grandy
(Signature of Supervising Senator/Officer)

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

-
1. Sponsor(s) of the trip (please list all sponsors): See Attachment A

 2. Description of the trip: See Attachment B

 3. Dates of travel: August 16-19, 2021
 4. Place of travel: Des Moines, Ames, Nevada, Newton, and Ellsworth (in Iowa)
 5. Name and title of Senate invitees: See Attachment C
 6. I *certify* that the trip fits one of the following categories:
☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal **and** do not retain or employ registered lobbyists or agents of a foreign principal **and** no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
- OR -
☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
 7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
- AND -
☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
 8. I *certify* that:
☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
- AND -
☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and **one** overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

- OR -

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and **two** overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).

- OR -

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

All sponsors have contributed to planning the Tour and identifying invitees, and all sponsors are
expected to serve as hosts and/or presenters for different parts of the Tour. All sponsors have
contributed funding to IRFA to help cover Tour expenses.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

See Attachment D

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

See Attachment E

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

See Attachment F

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate	\$750 total (\$700 round trip airfare)	\$333	\$104 (breakdown in attachment G)	\$9 - Entry fee for fairgrounds at Iowa State Fair. Fee does not provide access to recreational elements of the Fair.
<input type="checkbox"/> Actual Amounts	(\$50 round trip motor coach)			

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

The trip involves events that are arranged or organized specifically with regard to congressional participation.

18. Reason for selecting the location of the event or trip

Iowa is the epicenter of renewable fuels production and research, thereby allowing the Tour to visit a wide range of informative locations in a timely manner.

19. Name and location of hotel or other lodging facility:

Des Moines Savery Hotel

401 Locust St, Des Moines, IA 50309

20. Reason(s) for selecting hotel or other lodging facility:

Hotel is near the center of all Tour events and was able to accommodate our room block at the government room rate for Des Moines.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

The hotel rate is equal to the federal rate for Des Moines, Iowa.

The meal expenses are less than the maximum per diem rates for official Federal Government travel.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

All round trip travel (airfare and bus) will be coach class.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor: Monte Shaw

Name and Title: Monte Shaw, Executive Director

Name of Organization: Iowa Renewable Fuels Association

Address: 5505 NW 88th Street, Johnston, Iowa 50131

Telephone Number: 515-252-6249

Fax Number: _____

E-mail Address: mshaw@iowarfa.org

The logo features the text "13th Annual Biofuels Science and Sustainability Tour" in white on a green background. The word "Biofuels" is prominently displayed in a large, bold font, with a yellow oil drop icon replacing the letter 'o' in "Bio".

13th Annual Biofuels Science and Sustainability Tour

13th Annual Biofuels Science and Sustainability Tour Agenda August 15 – 18, 2022

Monday, August 15

- 1:00 pm Joe Gilson Arrives at Hotel Savery
- 1:00-3:00 pm **Lunch and Learn- Tour Introduction**
Topic: IRFA Executive Director Monte Shaw will present about the Iowa biofuels industry and will give tour participants a brief overview of what to expect on the tour.
- 3:00 pm Depart hotel for John Deere
11320 NE 64th St., Bondurant, IA 50035
- 3:30-5:00 pm **Tour John Deere demonstration field**
Topics: Led by Stacey Pellett, participants will learn about the latest in precision agriculture technology from world-leading ag equipment company.
- 5:00 pm Depart John Deere for Iowa State Fair
2941 Dean Avenue, Des Moines, IA 50317
- 6:00-6:45 pm **Dinner and Discussion - Iowa State Fair** (paid for by Tour sponsors)
Cattlemen's Beef Headquarters
Topics: Iowa FFA (high school and college students – formerly known as Future Farmers of America) leaders will discuss their hopes for the future of agriculture and the role that biofuels can play.
- 6:45 pm Walk to Cattle Barn Media Center
- 7:00-7:30 pm **Gov. Kim Reynolds and Iowa Secretary of Agriculture Mike Naig address Tour**
Cattle Barn Media Center
Topics: The Iowa leaders will discuss the importance of biofuels production and use to the Iowa economy and advances in agronomic practices that lead to a reduced environmental footprint year-after-year.

7:30-10:00 pm Tour Iowa State Fair Agriculture and Renewable Fuels Exhibits

3000 East Grand Avenue, Des Moines, IA 50317

Topics: Attendees will tour state fair exhibits on agriculture and renewable energy to obtain information about new technologies in these industries and to better understand regulatory issues facing the industries.

10:00 pm Depart for hotel

Overnight Renaissance Hotel Savery
401 Locust Street
Des Moines, IA 50309

Tuesday, August 16

7:00 am Coffee and breakfast available in meeting room

8:00 am Depart hotel for VERBIO
59219 Lincoln Hwy, Nevada, IA 50201

8:45-9:45 am **Tour of VERBIO** (renewable natural gas plant)
Topics: Plant manager Greg Faith will provide a brief overview the plant and how the Renewable Fuel Standard (RFS) and carbon policy impact Renewable Natural Gas (RNG).

9:45 am Depart for Iowa State University (ISU) Sustainable Advanced Bioeconomy Research (SABR) Farm
1475 Y Avenue, Ames, IA

10:00-11:15am **Tour ISU Sustainable Advanced Bioeconomy Research (SABR) Farm**
Topic: Led by Dr. Marshall McDaniel, attendees will tour this research facility and learn about the latest agricultural advancements in sustainable energy crops for biofuels and bioproducts.

11:15 am Depart for ISU BioCentury Research Farm
1327 U Ave, Boone, Iowa 50036

11:30-12:30 pm **Tour of ISU BioCentury Research Farm**
Topics: Led by Andy Suby, attendees will tour the state-of-the-art research facility to witness the latest pre-commercial research on enzymatic and thermo-chemical biofuels production as well as pre-treatment of various feedstocks.

12:30-2:00 pm **ISU BioCentury Research Farm – Lunch and Learn**
(same location, no break)

Topic 1: Dr. Alejandro Plastina: Voluntary Agricultural Carbon Markets
Topic 2: Dr. Mike Castellano: Nitrogen Fertilizer Management and Carbon Intensity of Iowa Biofuels

2:00 pm Depart for REG- Ralston
33539 210th St, Ralston, IA 51459

3:00-4:30 pm **Tour of REG biodiesel plant and Landus Cooperative Soybean crush facility**
Topics: Tours led by Myron Danzer, Paul Nees, and Rachel Geilenfeld.
Participants will see first-hand the improvements in the biodiesel production process, advancements in efficiency, the ability to utilize multiple feedstocks and tour of plant. Also included is a tour of the adjacent soybean crush facility where the soybean oil is separated from the meal.

4:30-5:00 pm **Biodiesel Policy Update**
(same location, no break)
Topics: Paul Winters, Clean Fuels Alliance America Director of Public Affairs and Federal Communications, will discuss the environmental and carbon benefits that biodiesel and renewable diesel are delivering today as well as the significant health care benefits and cost savings for communities that switch to biodiesel.

5:00 pm Depart for Sparky's (fuel retailer)
1515 Plaza Dr, Carroll, IA 51401

5:15-6:00 pm **Tour Sparky's – Fuel Retailer**
Topics: Colin Tiefenthaler will discuss why they offer various biofuel blends (E15, E85, and biodiesel), the necessary equipment, and customer acceptance.
Participants will see blender pumps and other fuel dispensing equipment.

6:00 pm Depart for Livestock Tour
27648 Olympic Ave, Carroll, IA 51401

6:15-7:15 pm **Tour Wendl Feedlot**
Topics: Brian Wendl will discuss advancements in modern livestock production that allow for more humane, sustainable, and efficient small and local beef operations.

7:15 pm Depart for Santa Maria Event Space
218 W 6th St, Carroll, IA 51401

7:30-9:00 pm **Dinner and Discussion** (Paid for by Tour sponsors)
Topics: Monte Shaw, joined by Tour sponsors, will lead a discussion of the issues covered during the day and answer questions from Tour participants.

9:00 pm Depart for hotel
1730 US-71 N, Carroll, IA 51401

9:15 pm Arrive at Hotel

Overnight Carrollton Inn
1730 US-71 N
Carroll, IA 51401

Wednesday, August 17

8:00 am Breakfast at hotel

8:30 am Depart hotel for Elite Octane
60502 Glacier Rd, Atlantic, IA 50022

9:30-10:00 am **Ethanol Policy Update**

Topic: Robert White, Renewable Fuels Association Vice President of Industry Relations will discuss the Renewable Fuel Standard, RINs, small refinery exemptions, exports, octane, carbon, and everything ethanol.

10:00-11:30 am **Tour of Elite Octane** (ethanol plant)

(same location, no break)

Topic: Plant manager Mike Messing will review the ethanol production process, advancements in efficiencies, and lead a tour of the plant.

11:30 am Depart for Pellett Family Farm
60501 Glacier Rd, Atlantic, IA 50022

11:40-12:30 pm **Congressional Staff Roundtable: Biofuels/Energy Policy Outlook**

Topics: IRFA's Monte Shaw moderates a Congressional Staff Roundtable where the latest policy updates on the RFS, energy, tax and trade policy will be discussed.

12:30-1:15 pm **Lunch and Learn with Area Farmers** (paid for by Tour Sponsors)

(same location, no break)

Topics: Tour participants will be joined by area farmers to discuss topics ranging from trade to energy and environmental policy, to advances in farming practices.

1:15-3:00 pm **Tour Pellett Family Farm**

Topics: Led by Mike Pellett, participants will learn about the latest seed technology and agronomic practices for corn and soybeans, witness advances in precision farming equipment and discuss how biofuels, environmental and trade policy impact family farm operations.

3:00 pm Depart for Omaha

- 6:30-8:00 pm **Dinner and Discussion** at Gorats (Paid for by Tour sponsors)
Topics: Monte Shaw, joined by Tour sponsors, will lead a discussion of the issues covered during the day and answer questions from Tour participants.
- 8:00 pm Depart for Courtyard Omaha Aksarben Village
- Overnight Courtyard Omaha Aksarben Village
1625 S 67th St
Omaha, NE 68106

Thursday, August 18

- 8:15 am Depart for Green Plains Headquarters
1811 Ak-Sar-Ben Dr, Omaha, NE 68106
- 8:30-9:45 am **Tour Green Plains Headquarters** (ethanol company)
Topics: Led by Michelle Mapes, participants will learn about the latest ag-technology innovative processes that transform renewable crops into sustainable high-value ingredients.
- 10:00 am Depart for Eppley Airfield (Omaha Airport)
4501 Abbott Drive, #2300, Omaha, NE 68110
- 10:30 am Arrive at Eppley Airfield
- 11:30 am Depart Omaha nonstop for DC on Delta Airlines flight 5853

Sponsors of the Biofuels: Science & Sustainability Tour

IOWA STATE UNIVERSITY
Bioeconomy Institute

2004-2007
Iowa Renewable
Fuels Association

RFF
RENEWABLE FUELS
FOUNDATION



RFN
RENEWABLE FUELS NEBRASKA

IOWA CORN
GROWERS ASSOCIATION

IOWA SOYBEAN
Association

Clean Fuels
Foundation



Missouri Renewable Fuels Association
Working Together to Promote Missouri's Ethanol Industry

NDAC
North Dakota Ethanol Council

Nebraska
Corn



Biodiesel
BOARD

KANSAS
CORN
GROWERS ASSOCIATION

Farm Credit Services
of America

IOWA
BI.org

RENEW
KANSAS

IOWA STATE UNIVERSITY
Bioeconomy Institute

Dear Joseph Gilson,

On behalf of the Iowa State University Bioeconomy Institute and 15 other sponsoring organizations, you are cordially invited to participate in the **12th Annual Biofuels: Science and Sustainability Tour** from August 16-19, 2021, taking place in Iowa. This privately-sponsored tour has been organized to provide congressional staff and agency representatives an opportunity to learn how Iowa's biofuels industry and research community are leading the nation in responding to the many challenges and opportunities in renewable energy and agriculture.

This event will include "hands on" tours of biofuel refineries as well as cutting edge research projects aimed at advancing current and next generation renewable fuels. In addition, briefings will be conducted by state and national experts, technology providers, family farmers and university research staff.

The tour is designed to provide participants with a better understanding of the environmental and economic impacts of renewable fuels, to highlight technological advancements that are improving the efficiency and carbon footprint of biofuels production and agricultural processes, and to showcase the capabilities of Iowa's premier research entities. The tentative tour schedule [linked here](#) includes time for open exchanges of ideas regarding energy and biofuels policy.

As part of the tour, you are invited to participate in a roundtable discussion on the Energy Policy Outlook for the 117th Congress. Other congressional staff members will be invited to participate in this panel as well.

Space is limited. If you are interested in participating in the tour, **please complete the following:**

- [Click here](#) to fill out the tour registration form and return it to Monte Shaw, Executive Director of the Iowa Renewable Fuels Association, at mshaw@IowaRFA.org *Please reply as soon as possible.*
- Once registered, you will receive all of the paperwork necessary for submission to the Senate Ethics Committee (which is due no later than July 16, 2021).

Any questions may be directed to Monte Shaw at (515) 252-6249, mshaw@IowaRFA.org. Thanks, and we hope to see you on the tour!

Sincerely,



Robert C. Brown
Anson Marston Distinguished Professor
Gary and Donna Hoover Chair of Mechanical Engineering
Director, Bioeconomy Institute